

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 87
JUNE 6, 2012 – WORK SESSIONS**

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, June 6, 2012 at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director

Record @00:20

Subject/Description: LEOFF Long-Term Care Insurance rates

Attachment: Ltr dated 2/7/12 from John Hancock to LEOFF Board

Action Requested: Long Term Care insurance rates through John Hancock have increased. Melanie requested approval from the Board to provide Long Term Care insurance at the increased premiums to the affected employees.

Follow up: Okay with full Board.

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Prosecuting Attorney – Postponed to 6/13/12 Work Session

- Request to expand .6 FTE DPA position to 1 FTE
- Request .5 Paralegal/Legal Assistant 1, C-7

Public Works

- Engineering Tech 2, R-16, replacement position- #036/12

Commissioner Homola moved to approve Job Requisition 036/12. The motion was seconded by Commissioner Emerson and carried unanimously.

Health

- Public Health Coordinator-CD, On-Call, C-11, 6-month Temp - #033/12

Commissioner Homola moved to approve Job Requisition 033/12. The motion was seconded by Commissioner Emerson and carried unanimously.

- Public Health Nurse, C-11, replacement position .38 FTE – *Moved to Health Departments agenda*

Auditor

- Junior Licensing Deputy, C-8, replacement position

Commissioner Homola moved to approve Job Requisition 038/12. The motion was seconded by Commissioner Emerson and carried unanimously.

Subject/Description: Policy 2.01.040 Maternity Leave

Attachment: yes

Action Requested: Approval of revisions to Policy 2.01.040 in order to comply with current law.

Follow up: Okay with full Board to move forward with resolution.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 88
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**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 6, 2012, at 9:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Devin Joslin, Steve Marx

Others Present: Elaine Marlow, Budget Director

Record @18:00

Public Works

Subject/Description: Parks/Iverson Preserve Signage

Attachment: none

Action Requested: Signage for Iverson Preserve; 18 signs of various sizes, estimated cost \$2,600.00.

Follow Up: Okay with full Board.

Subject/Description: DEM – Extension Contract K855-CCP

Attachment: K855-CCP Amendment A

Action Requested: Approval of extension to contract K855-CCP from August 1, 2012 to September 30, 2012.

Follow Up: Okay with full Board to move forward to a Monday meeting.

Roads

Subject/Description: Discuss Speed Recommendation – Wilkinson Road

Attachment: Memo, Speed Study Results, Recommendation and Photos

Action Requested: Traffic Engineer's recommendation is to reduce the speed limit from 50 mph to 45 mph from Surface Road to Wycliff Road, a distance of about 0.75 miles.

Follow Up: Okay with full Board to schedule for public hearing.

Subject/Description: Sole Source Resolution for Purchase of Blinker Turn Warning Signs

Attachment: Memo, Resolution, Purchase Order, Quotes and Additional information

Action Requested: Approval of sole source resolution for the purchase of turn and reverse turn Blinker Signs for the County Road Safety Improvements Program; Traffic Safety Supply Co., Inc.; Amount: \$224,258.97 (incl. WSST).

Follow Up: Okay with full Board to move forward to public hearing.

Subject/Description: Petition for Vacation of a County Road - Jodhpurs Drive

Attachment: Petition for Vacation of a County Road with maps

Action Requested: Bill Oakes briefed the Board on the application and petition from the Estate of Donald R. Mueller for vacation of Jodhpurs Drive - Plat of Cedar Ridge Division 1; beginning at SR 20 and ending at the dead end.

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Follow up: *Commissioner Emerson moved to refer the vacation of Jodphurs Drive to the County Engineer for review. The motion was seconded by Commissioner Homola and carried unanimously.*

Subject/Description: CRP 11-01: IFAS No. 00972-0003; Supplemental Agreement No. 2

Attachment: Memorandum dated 5/22/12 from Pete Seybert to BOCC

Action Requested: Approval of Supplemental Agreement No. 2; Fed Aid No. HSIP-000(279); East Camano Drive/Monticello Drive/Elger Bay Road Intersection Improvements

Follow Up: Tabled.

Surface Water

Subject/Description: REET Budget Adjustment in Capital Drainage – Additional Funding for 2011

Attachment: Memorandum dated 6/6/12 from Phil Cohen, to BOCC

Action Requested: Additional \$4,088.99 of REET2 funding to cover an over expenditure in the Capital Drainage Fund.

Follow Up: Okay with full Board.

EXECUTIVE SESSION

The Board met in Executive Session at 9:40 a.m. as allowed under RCW 42.30.110(1)(b) to discuss the acquisition of real estate. The Executive Session is expected to last approximately 30 minutes with no announcement in open public session expected.

The Board came out of Executive Session at 9:50 a.m. and recessed until 10:00 a.m.

The Board reconvened in regular session at 10:00 a.m.

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, June 6, 2012 at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Bob Pederson, Director, Andy Griffin, Karen Steward, SMP Coordinator

Others Present: Elaine Marlow, Budget Director

Record @37:45

Subject/Description: Shoreline Master Program (SMP) update

Attachment: yes

Information: Karen Stewart briefed the Board on the status of the SMP update.

Subject/Description: Interlocal with Fire Districts to assist with fire inspection services

Attachment: none

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Information: Bob Pederson and Andy Griffin briefed the Board on the draft Interlocal agreement between the County and the fire districts that serve unincorporated Island County to perform fire inspection services. The Fire District Board of Commissioners is currently reviewing the draft Interlocal and it will come back for further discussion at a future work session.

Subject/Description: FEMA Biological Opinion

Attachment: Ltr dated 5/17/12 from FEMA, to Andy Griffin

Information: Planning received a letter from FEMA indicating they had reviewed the County's submittal demonstrating compliance with the performance standards of the Reasonable and Prudent Alternative and Appendix 4 contained in the Biological Opinion. FEMA has requested additional information.

Follow up: Planning will contact Neil Aaland, WSAC, as well as other jurisdictions to see how they are responding to FEMA and develop a detailed response to the information requested.

Subject/Description: SEPA exempt actions – ESSB 6406

Attachment: yes

Action Requested: The SEPA Reform bill takes effect July 10, 2012. DOE is mandated to conduct rulemaking over a two year period; increase exemption thresholds by 12/31/2 and update the SEPA checklist by 12/31/13. Until the rulemaking is complete, counties may apply the highest categorical exemption levels. Commissioner Price Johnson and Commissioner Emerson were in favor of implementing the new levels while the DOE rulemaking is underway.

Follow up: Bob Pederson will continue to update the Board.

Add-on

Subject/Description: Final 2012 Growth Management Projections

Attachment: yes

Information: The Office of Financial Management released final county population projections for the purposes of planning under the GMA. The County, in consultation with their planning partners, will need to pick a projection within the high, medium and low ranges and then allocate that amongst the cities, towns, UGA's and unincorporated parts of the County.

Follow up: Continued discussion at future work sessions.

**Budget Director/GSA/IT
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, June 6, 2012, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Kelly Emerson, Member
Angie Homola, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Record @01:39:16

Subject/Description: Interim Risk Manager

Attachments: none

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Information: Betty Kemp has informed the Board that she will be retiring. The Board appointed Elaine Marlow as interim Risk Manager.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, June 6, 2012, at 11:10 in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair - excused **Staff:** Pam Dill
 Kelly Emerson, Member
 Angie Homola, Member

Staff Present: Keith Higman, Director, Kerry Graves, Suzanne Turner

Others Present: Elaine Marlow, Budget Director

Record @01:46:04

Administration

Subject/Description: Waiver of competitive solicitation for procurement of on-site database software services

Attachment: Resolution No. HD-11-12

Action Requested: Approval to move forward with resolution for a Waiver of Competitive Solicitation for Procurement of on-site database software services. Paladin Data Systems Corp. to provide an interface to their proprietary Interlocking Software with internet based OnlineRME software to allow the InterLocking database to record and track onsite inspections.

Follow up: Okay with full Board to move forward to a Monday meeting.

Subject/Description: Early Intervention Program (EIP) and Early Family Support Services (EFSS)

Attachment: none

Action Requested: Job Requisition - Public Health Nurse, C-11, replacement position, .38 FTE - #37/12

Follow up: *Commissioner Homola moved to approve Job Requisition #037/12. The motion was seconded by Commissioner Emerson and carried unanimously.*

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Kelly Emerson, Member

Angie Homola, Member

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ATTEST:

Elaine Marlow, Clerk of the Board